



U.S. Army Joint Munitions and Lethality Life Cycle Management Command

**Steps to Follow on How to do
Business with the Federal
Government, the Department
of Defense and the, Army
Contracting Command Joint
Munitions & Lethality Small
Business Office**

"Providing America with Advanced Armaments in Peace and War "



- Know the product or service you are selling to the Federal Government, DOD, or JM&L LCMC. Know what they acquire (and do not acquire!)
- Know your Federal Supply Classification Code (FSC)
<http://www.drms.dla.mil/asset/fsclist.html> and your North American Industry Classification System NAICS.
<http://www.census.gov/epcd/www/naics.html>
- Research the FSC or NAICS because many government products, service listings and future procurements are broken down by (NAICS) codes
<http://www.dlis.dla.mil/h2/>
<http://www.sellingtoarmy.info/User/Misc/FSCSearch.aspx>
- Contact the Defense Logistics Services Center to request a CAGE Code:
<http://www.dlis.dla.mil>
- Have a summary of what it is your business does and makes. The Federal Government, DOD, and JM&L LCMC spend billions of dollars annually depending on its contractual responsibilities for mission requirement.



- Contact Dun and Bradstreet 800-333-0505 or 610-882-7000 in order to acquire a Data Universal Number System (DUNS) Number.
- Understand that the Government Purchase Card (purchase/credit cards) – is an instrument that personnel at each installation are authorized to use to buy supplies and services (valued at \$3,500 or less).
- Realize that if your preferred payment method is through the government purchase card, please let your Government customers know.
- Recognize that even GPC purchases are done on a competitive basis.
- Perform some research about the activity before calling them. Many Federal Agencies maintain their own websites. This information may be helpful in identifying the primary mission of that command. By using the websites specific to that agency small businesses can find detailed information about the department they wish to do business with.
- Register in the System for Award Management (SAM) at <https://www.sam.gov/portal/public/SAM/#1database>. This registration must be completed prior to award of any contract or agreement.



- Use your local Procurement Technical Assistance Center (PTAC) because doing business with an organization as large as the Federal Government can be a very confusing task. By using your local PTAC the process can be made much easier.
<http://www.sba.gov/content/procurement-technical-assistance-centers-ptacs>
- Research the Small Business Administration offers assistance through their Small Business Development Centers, <http://www.business.gov/>, Service Corps of Retired Executives, and regional SBA offices which can provide information on loan programs, government procurements, and the Section 8(a) program.
- Check the SBA's Office of Women's Business Ownership, as well as the Online Women's Business Center which have special resources developed specifically to meet the needs to WOSB concerns.
<http://www.sba.gov/aboutsba/sbaprograms/onlinewbc/index.html>.
- Locate a Small Business Specialist to assist you in marketing your products and services at the following:
Army- <http://sellingtoarmy.com/User/Misc/SearchASBS.aspx>
Air Force- <http://safsbadmin.mysite4now.net/Locator/LocatorMap.aspx>
Navy- <http://www.donhq.navy.mil/OSBP/about/sbs-state.html>



- Investigate our very large secondary market regardless of your product or service; Subcontracting Opportunities with the Federal Government, DOD, and JM&L LCMC Prime Contractors. These firms negotiate goals with the contracting activities for subcontracting to small business concerns. This is a multi-billion dollar market. We encourage you to investigate potential opportunities with the large Federal Government, DOD, and JM&L LCMC prime contractors. The following are lists of the Prime Contractors separated by agency.

JM&L LCMC-

<http://www.pica.army.mil/smallbusinessprogram/AdminsEdit.aspx?readonly=yes>

DOD-

http://www.acq.osd.mil/osbp/doing_business/Subcontracting_Directory_0908.pdf

Federal Government-

http://www.sba.gov/aboutsba/sbaprograms/gc/contacts/gc_subcontracts_opportunities

- Become familiar with the Federal contracting procedures and regulations. The following regulations govern contracting procedures within the Federal Government, the DOD and JM&L.

Federal Acquisition Regulations (FAR)- <https://www.acquisition.gov/far/>

The Defense Federal Acquisition Regulations Supplement (DFARS)

The Army Federal Acquisition Regulations Supplement (AFARS)

Navy/Marine Corps Acquisition Regulation Supplement (NMCARS)

Air Force Federal Acquisition Regulation Supplement (AFFARS)

JM&L Contracting Center Regulations-

<http://procnet.pica.army.mil/Reference/Regulations.htm>



- Monitor the Federal business opportunities which are posted on <http://www.fedbizzopps.gov>. This is a single point of entry for the Federal Government.
- Monitor the acquisition center website if you are concentrating on JM&L LCMC opportunities at <http://procnet.pica.army.mil/>
- Monitor DOD acquisitions at the following web sites:
Army- <https://acquisition.army.mil/asfi/>
Air Force- <http://safsbadmin.mysite4now.net/Opportunities/LraeSearch.aspx>
Navy- https://www.neco.navy.mil/biz_ops/search_edi.aspx
- Realize that, like you, their time is valuable and if the match is a good one, you can provide them with a cost-effective, quality solution to their requirements
- After you have identified your customers, researched their requirements, and familiarized yourself with procurement regulations and strategies, it is time to market your product or service directly. Present your capabilities clearly and cogently to the Federal Government, the DOD, or the JM&L LCMC activities and prime contractors to whom you are marketing